

CIVIL SERVICE COMMISSION  
**GENERAL SESSION**  
**MINUTES**  
**Thursday, December 17, 2020**  
3:30 P.M., ROOM 102A, CITY HALL

PRESENT: Commissioners: Fernan Cepero (Chair)  
Serina Brown  
John Feola

IN ATTENDANCE: Tassie Demps, Executive Secretary  
Yvette Green, Law Department  
Deborah Callerame, Senior Human Resource Consultant  
Dr. Rose Nichols, Deputy Director of DHRM  
Amy Mills, Deputy Director of ECD – *Executive Session Only*  
Gregory Roney, Deputy Director of ECD – *Executive Session Only*  
Lt. Steven Swetman, RPD – *Executive Session Only*  
Police Officer Ted Coriddi, RPD – *Executive Session Only*  
Police Officer Gina Faggiano, RPD – *Executive Session Only*

The Civil Service Commission meeting was called to order at 3:30 pm.

- I. The Commission approved the minutes of the meeting (General and Executive Session) on November 19, 2020.
- II. The Commission reviewed the following items of correspondence: **None**
- III. The following Classifications/Reclassifications were approved as presented:

City Council & Clerk/City Council Classify: (1)	Chief of Staff/Temporary (12/14/20 – 1/8/21) Br. 36 (\$109,637 - \$141,522) CPUN
City Council & Clerk/Police Accountability Board Classify: (1)	Chief of Administration/Police Accountability Board Br. 27 (69,630 - \$91,810) CPUN
City Council & Clerk/Police Accountability Board Classify: (1)	Chief of Education & Community Engagement/Police Accountability Board Br. 27 (69,630 - \$91,810) CPUN
DES/Commissioner's Office Classify: (1)	Supervising Security Guard/Temporary (Temporary 3 Months) Br. 16 (\$44,333 - \$56,905) Non-Competitive

DES/Operations/Director's Office Classify: (1)	Project Assistant/Temporary (Temporary 4 Months) Br. 16 (\$39,110 - \$50,131) Competitive
DES/Operations/Special Services Classify: (1)	Laborer/Temporary (Temporary 1 Year) Br. 57 (\$16.94 - \$21.14) Labor
DES/Buildings & Parks/Parks Classify: (1)	Ground Equipment Operator/Temporary (12/6/20 – 4/4/21) Br. 56 (\$16.54 - \$20.37) Non-Competitive
IT/Applications & Systems Classify: (1)	Knowledge Base Coordinator Br. 25 (\$63,952 - \$80,808) Competitive
IT/Infrastructure & Operations Classify: (1)	Platform Services Manager Br. 31 (\$81,925 - \$108,024) Competitive
IT/Infrastructure & Operations Classify: (1)	Systems Engineer Br. 23 (\$58,734 - \$77,445) Competitive
NBD/Neighborhood Preservation Classify: (2)	Clerk III/Typing/Seasonal (12/6/20 – 3/7/21) Br. 70N (\$18.52 - \$23.15) Non-Competitive
NBD/Business & Housing Development Classify: (1)	Business Liaison Br. 22 (\$56,289 - \$77,445) Competitive
DRHS/Commissioner's Office Classify: (10)	Emergency Response Social Worker/On Call Br. 23 (\$28.24 - \$37.23) Competitive
DRHS/Commissioner's Office Classify: (1)	Crew Chief Br. 61 (\$17.74) Non Competitive
DRHS/Recreation Classify: (2)	Senior Recreation Assistant/ Sports & Fitness Aide/Seasonal Br. 810 (\$15.58) Non Competitive
RHA/Executive Classify: (1)	Deputy Executive Director/On-Call/Temporary (Temporary 1 Year) CPNC
RHA/Capital Projects Classify: (1)	Architect/On-Call/Temporary (Temporary 1 Year) Competitive
RHA/Finance Classify: (1)	Senior Accountant/On-Call/Temporary (Temporary 1 Year) Competitive

FIRE/Support/Fire Safety Classify: (1)	Clerk III Br 7 (\$34,373-\$42,971) Competitive
FIRE/Chief's Office/ Planning & Research Classify: (1)	Clerk III Br 7 (\$34,373-\$42,971) Competitive

IV. The Commission adopted the following Job Specifications: **None**

V. The Commission established the following Eligible List(s) for one (1) year, unless extended:

- Engineer II, 20EOC69143
- Engineer II, 20EP74046
- Fire Captain, 20EP74966
- Police Captain, 20ELP2009

VI. The Commission approved the following extension of Temporary position(s):

- One position of Project Assistant/Temporary (encumbered by Coralys Rivera-Laboy) in the Department of Human Services/Youth Services Division.

VII. The Commission approved the following Reinstatement request(s):

- Michael Cerretto, Director of Emergency Communications Department is requesting the reinstatement of Melissa Thompson to the Dispatcher II promotional eligible list, #17ELP1706.
- The Rochester Police Department is requesting the reinstatement of Whitney Unrath to the Police Investigator eligible list, #16ELP1615.

**VIII.** The Commission approved the following Civil Service Commission Meeting Dates January-June 2021:

- January 28, 2021
- February 25, 2021
- March 25, 2021
- April 29, 2021
- May 27, 2021
- June 24, 2021

**IX.** The Commission approved the Amendment to Rule XIV.1 – Probationary Term:

- A.** Public Hearing – December 17, 2020
- B.** Decision on Resolution Rendered – December 17, 2020

**The meeting was adjourned at 4:05 PM**

Respectfully Submitted,

*Deborah Callerame*

Deborah Callerame  
Senior Human Resource Consultant